



**BOARD OF EQUALIZATION
CUSTOMER SERVICES AND ADMINISTRATIVE
EFFICIENCY COMMITTEE MEETING MINUTES**

HONORABLE BILL LEONARD, COMMITTEE CHAIR
450 N STREET, SACRAMENTO
NOVEMBER 18, 2003, 9:30 A.M.

Action Items & Status Report Items

Agenda Item No: 1

Title: Fiscal Year 2004-05 Budget Change Proposals (BCPs)

Issue/Topic: Legislative Budget Change Proposals transmitted to the Department of Finance.

Committee Discussion: Chairman Bill Leonard introduced the Fiscal Year 2004-05 Budget Change Proposals related to Senate Bill 20, Senate Bill 1049, Assembly Bill 71 and Assembly Bill 1666. The budget change proposals were transmitted to the Department of Finance on October 28, 2003.

Mr. Bill Leonard voiced his appreciation for the staff work conducted in limited time for submission to the Department of Finance. Resource recommendations were based on a comprehensive evaluation of what it would take to implement the legislative proposals. Board staff is currently awaiting a response from the Department of Finance regarding these program resources.

Committee Action/Recommendation/Direction: Submission of aforementioned legislative budget change proposals was recognized by the Board.

Agenda Item No: 2

Title: Taxpayers' Bill of Rights Annual Report – Business Taxes

Issue/Topic: The Taxpayers' Bill of Rights Annual Report – Business Taxes was distributed to Board Members prior to the Customer Services and Administrative Efficiency Committee meeting. The report highlighted the accomplishments, current issues, emerging issues, and taxpayer contacts with the Taxpayers' Rights Advocate Office (TRAO) in the business taxes area.

Committee Discussion: None

Committee Action/Recommendation/Direction: Mr. Leonard indicated that the Taxpayers' Bill of Rights Annual Report – Business Taxes was available for public review.

Agenda Item No: 3

Title: Taxpayers' Bill of Rights Annual Report – Property Taxes

Issue/Topic: The Taxpayers' Bill of Rights Annual Report – Property Taxes was distributed to Board Members prior to the Customer Services and Administrative Efficiency Committee meeting. The report highlighted the accomplishments, current issues, emerging issues, and taxpayer contacts with the Taxpayers' Rights Advocate Office (TRAO) in the property taxes area.

Committee Discussion: None

Committee Action/Recommendation/Direction: Mr. Leonard indicated that the Taxpayers' Bill of Rights Annual Report – Property Taxes was available for public review.

Chairman Leonard also thanked Ms. Jennifer Willis, Board of Equalization Taxpayer Advocate for her dedicated service to the taxpayers of the State and wished her well in her retirement.

Approved: /s/ The Honorable Bill Leonard
Honorable Bill Leonard, Committee Chair

/s/ Timothy W. Boyer
Timothy W. Boyer, Interim Executive Director

BOARD APPROVED

At the November 19, 2003 Board Meeting

/s/ Deborah Pellegrini
Deborah Pellegrini, Chief
Board Proceedings Division